

BID SOLICITATION NOTICE

TO RECEIVE A BID PACKAGE, BIDDER MAY EITHER DOWNLOAD THE BID FROM THE AUTHORITY'S WEBSITE AT <http://www.state.nj.us/turnpike/purchasing.html> OR REQUEST A BID BY COMPLETING THIS FORM AND FAXING IT TO THE NUMBER STATED BELOW. FOR RECORD KEEPING PURPOSES, WE REQUEST THAT THE BIDDER COMPLETE THIS FORM AND RETURN TO US, EVEN WHEN BIDDER IS DOWNLOADING THE BID. THIS IS THE ONLY NOTICE OF BIDDING FOR THE FOLLOWING GOODS / SERVICES YOU WILL RECEIVE.

THE NEW JERSEY TURNPIKE AUTHORITY PROCUREMENT AND MATERIALS MANAGEMENT DEPARTMENT

New Jersey Turnpike Administrative Offices
P.O. Box 5042
581 Main Street
Woodbridge, New Jersey 07095-5042
Tel. - 732-750-5300 Fax - 732-750-5399

TITLE: **AERIAL TRUCK & DIGGER-DERRICK PARTS AND REPAIRS SERVICES**

BID NO: **RM-104067**

DUE DATE: **11-26-2013**

TIME: **11:00 AM**

SUBMIT BIDS BEFORE THE DUE DATE AND TIME TO THE ABOVE ADDRESS

BIDDER INFORMATION (PLEASE PRINT)

NAME OF BIDDING ENTITY

ADDRESS

CITY, STATE AND ZIP CODE

E-MAIL ADDRESS

REPRESENTATIVE TO CONTACT-NAME & TITLE

TELEPHONE NO.

FEDERAL TAX I.D. NO. or TAXPAYER I.D. NO.

FAX NO

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INVITATION TO BID

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FAX NO.

BUSINESS CORPORATION _____ PARTNERSHIP _____ INDIVIDUAL

OTHER (SPECIFY): _____

BIDDER GUIDELINES/CHECKLIST

PURSUANT TO N.J.S.A. 27:23-6.1 AND N.J.A.C. 19:9-2.1 et seq. BID PROPOSALS WHICH FAIL TO CONFORM TO THE FOLLOWING REQUIREMENTS MAY BE REJECTED:

1. Bid proposals must be received at or before the public opening time stated on the cover page at the following place: New Jersey Turnpike Authority, Administration Building, 581 Main Street, Woodbridge, New Jersey 07095. Telephone or Facsimile proposals will not be accepted. The accompanying self-addressed envelope should contain or be attached to the bid proposal.
2. The bid proposal must include all price information. Proposal prices shall include delivery of all items F.O.B. destination or as otherwise provided. Price quotes must be firm through issuance of contract.
3. All bid proposal prices must be typed or written in ink. Quote the specified unit of measure. If bidding an alternate, provide detailed specifications.
4. All corrections, white-outs, erasures, re-striking of type, or other forms of alteration or the appearance of alteration, to unit and/or total prices must be initialed in ink by the bidder.
5. **Failure to comply with the requirements set forth in 1-4 above may result in bid rejection.**
6. **Have you included the following documents?**
 - (a) State of New Jersey Division of Revenue Business Registration Certificate(s)
 - (b) Certification of Registration with the Secretary of State (only if a foreign (non-NJ) corporation)
 - (c) Acknowledgement of Requirement for Disclosure of Political Contributions (ELEC)
 - (d) Public Works Contractor Registration Certificate(s) (if applicable)
 - (e) Affirmative Action Information Sheet with Certificate or Form AA302
 - (f) Signed Mandatory Equal Employment Opportunity Language
 - (g) SBE/WBE/MBE Certificates and Form
 - (h) Vendor Disclosure Form (EO129 - Location of Services)
 - (i) Notice of Set-Off for State Tax (P.L. 1999, c.159)
 - (j) Automobile Waiver
 - (k) Insurance Requirement
7. **See the Authority's Instructions to Bidders for a complete list of the Authority's standard contract Terms and Conditions, as well as REQUIRED FORMS that must be included with the bid proposal or the bid will be rejected. (SEE ATTACHED)**
8. **This Request for Bids requires the following Mandatory Documents or the bid will be rejected:**

Stockholder/Partnership Disclosure Statement
9. Bidder must sign the Bid
10. Contract Bond Requirement. If awarded, the Contract Bond shall be in the full amount of the Contract.

REQUEST FOR BIDS
THIS IS NOT AN ORDER

DATE OF REQUEST:

Sealed Bids RM-104067 will be received at the New Jersey Turnpike Authority Administrative Offices, 581 Main St., Woodbridge, New Jersey, as stated on the cover page at which time and place said proposal will be publicly opened and read. Bidders mailing Bids should allow for their normal mail delivery time to ensure timely receipt of their Public Bids. Please be advised that using overnight / next-day delivery service does not guarantee overnight/next-day deliveries to our location. The Authority will not be responsible for any bid not being received by the required date and time.

INTENTION

It is the intention of the Authority to issue a Notice of Award for the procurement of **AERIAL TRUCK AND DIGGER-DERRICK PARTS & REPAIRS SERVICES**. Items purchased under this Agreement will be delivered as directed by the Authority. The term of the contract shall be for one year with the option to extend for two additional one-year terms at the Authority's discretion and Vendor's concurrence. Please contact Christine Noble with any questions regarding this procurement contract at 732-750-5300 X 8623 or noble@turnpike.state.nj.us.

BID SHEET INSTRUCTIONS

Prospective Bidders should follow all instructions in this Request for Bids and in the standard Instructions to Bidders issued by the Authority, and any other documents issued by the Authority in connection with this Request for Bids (collectively, "Bid Documents"). Prospective Bidders must examine the Bid Documents carefully before bidding and must ask the Director of Procurement and Materials Management Department in writing for any interpretation or correction of any apparent ambiguity, inconsistency or apparent error therein. Any written request for interpretation or correction shall be directed to the Director of Procurement and Materials Management Department. Written requests can be submitted by FAX at 732-750-5399. If necessary, an interpretation or correction shall be issued by the Director of PMM as an Addendum and FAXED to prospective Bidders who have obtained the Bid Documents. Upon the issuing of an Addendum, the content of the Addendum shall become part of the Bid Documents. **Requests for interpretation or correction shall be considered only if received at least 5 business days prior to the bid opening date.**

Only written interpretations or corrections issued by the Director of PMM by Addendum shall be binding.

The submission of the Bid is conclusive evidence that the Bidder is fully aware of the conditions, requirements, and details as stated in the Bid Documents. If the Bidder, prior to submitting its Bid, fails to notify the Director of PMM of the existence of an ambiguity, inconsistency in the Bid Documents, a Bid will conclusively be presumed to have been based upon the interpretation of such ambiguity or inconsistency.

All erasures, interpolations or other physical changes on the Bid form shall be signed or initialed by the bidder. Bids containing any conditions, omissions, erasures, alterations, or items not called for in this Request for Bids, or irregularities of any kind, may be rejected by the Authority, in its sole discretion, as being incomplete. The bidders shall not attach conditions, limitations or provisos to their Bid, except in cases where "Exceptions" are permitted.

The Authority will accept Approved Equivalent items on this bid. If a bidder is basing the proposal on items other than what is specified, and wishes the items he proposes to be considered as an "Approved Equivalent," the Bidder shall enter a price on the bid sheet then submit on the Exception Sheet in the exact format of the line item on the Request for Bids contained herein, the item number, an item description, including manufacturers name, model number, and packaging quantities of those Items which the Bidder proposes to substitute.

Bidders must supply a price for every item listed. Bids not having a price in all listed items may be rejected. The bid will be awarded to the vendor who supplies the lowest total cost for ALL items as listed in the bid.

Bidders must quote only one price per line item. If a bidder quotes multiple prices per line item, the bid proposal may be rejected.

The Authority will purchase amounts of any given item as needed, at the sole discretion of the Authority and shall not be bound by any quantities listed. The Authority reserves the right to make reasonable increases to line item quantities. All items are to be bid FOB Destination. All shipping, handling, and other costs should be considered in the bid price.

**ANY INQUIRIES CONCERNING THIS BID MUST BE SENT VIA FAX NO LATER THAN FIVE
(5) BUSINESS DAYS BEFORE BID OPENING**

REQUEST FOR BIDS
MATERIAL AND SERVICE DESCRIPTION
BID SHEET

Repair Services and Parts for NJTPK/GSP Aerial Trucks & Digger-Derrick Units					
ITEM	QUAN.	UNIT OF MEAS.	DESCRIPTION	UNIT PRICE (\$)	TOTAL DOLLAR AMOUNT (\$)
1	500	Hours	Repair Services	\$	\$
2	20	Each	Flat Rate Trip Charge for Repair Service Calls – Northern Facility	\$	\$
3	20	Each	Flat Rate Trip Charge for Repair Service Calls – Central Facility	\$	\$
4	20	Each	Flat Rate Trip Charge for Repair Service Calls – Southern Facility	\$	\$
5	N/A	N/A	Discounted Manufacturer's List Price for Parts (based on manufacturers list price cost for parts of \$25,000): (Mfg list \$25,000) - (Bidders discount off manufacturers list price cost for parts _____ %) =	NA	\$

TOTAL OF LINES 1 THROUGH 5 = \$ _____

Example

Repair Services and Parts for NJTPK/GSP Aerial Trucks & Digger-Derrick Units					
ITEM	QUAN.	UNIT OF MEAS.	DESCRIPTION	UNIT PRICE (\$)	TOTAL DOLLAR AMOUNT (\$)
1	72	Hours	Repair Services	\$100.00	\$7,200.00
2	3	Each	Flat Rate Trip Charge for Repair Service Calls – Northern Facility	\$50.00	\$150.00
3	4	Each	Flat Rate Trip Charge for Repair Service Calls – Central Facility	\$50.00	\$200.00
4	3	Each	Flat Rate Trip Charge for Repair Service Calls – Southern Facility	\$50.00	\$150.00
5	N/A	N/A	Discounted Manufacturer's List Price for Parts (based on manufacturers list price cost for parts of \$15,000): (Mfg list \$15,000) - (Bidders discount off manufacturers list price cost for parts <u>25</u> %) =	NA	\$11,250.00

TOTAL OF LINES 1 THROUGH 5 = \$18,950.00

REQUEST FOR BIDS
MATERIAL AND SERVICE DESCRIPTION
BID SHEET

Please list the location of the facility that the Services will be performed:

ANY INQUIRIES CONCERNING THIS BID MUST BE SENT VIA FAX NO LATER THAN
FIVE (5) BUSINESS DAYS BEFORE BID OPENING

DELIVERY DATE _____, to sites as specified in the bid specifications.
Discount Terms Based On Net 30 Days Only.

NEW JERSEY TURNPIKE AUTHORITY

AUTHORIZED SIGNATURE

Name of Company and / Authorized Signature of Bidder

SIGNATURE PAGE

ADDENDA / INQUIRIES: COMPLETE (if applicable) BEFORE SUBMITTING BID:

Receipt of Addendum / Inquiries # _____ dated _____ is hereby acknowledged.

Receipt of Addendum / Inquiries # _____ dated _____ is hereby acknowledged.

☐

CHECK BOX IF NO ADDENDA/INQUIRY ISSUED

(All Addenda / Inquiries must be acknowledged as indicated above.)

BID IRREVOCABLE: This offer shall be irrevocable for ninety (90) working days after the date on which the Authority publicly opens this bid except in those instances where an unsuccessful bidder has filed a Protest pursuant to N.J.A.C. 19:9-2.12. Upon notification of a Protest, Bidders are required to hold their prices for an additional 90 days. All bidders will be notified in writing of the action taken by the Authority.

OFFER/CERTIFICATION: The undersigned offers and agrees to furnish to the New Jersey Turnpike Authority the services and/or materials in compliance with all terms, conditions, specifications and addenda of the RFB, Bid Documents, and resulting contract. The undersigned further certifies understanding and compliance with the requirements of the standard terms and conditions as stated in the Instructions to Bidders included with the Bid Documents. The undersigned certifies that he or she executes this bid with full authority so to do; and that all statements contained in this bid and in this certification are true and correct, and made with full knowledge that the Authority relies upon the truth of the statements contained herein and in any statements requested by the Authority showing evidence of qualifications in awarding the contract.

I certify that the foregoing statements made by me are true. I am aware that if any of the foregoing statements made by me are willfully false, I am subject to punishment.

AUTHORIZED SIGNATURE: _____

Print Name and Title: _____

Bidding Entity: _____

Address: _____

City, State, Zip: _____

Telephone #: _____ Fax: _____

Date: # _____

NEW JERSEY TURNPIKE AUTHORITY

NO RESPONSE BID SURVEY

BID REQUISITION NUMBER: RM-104067

**PROPOSAL TITLE: AERIAL TRUCK & DIGGER-DERRICK PARTS AND REPAIRS
SERVICES**

If you do not choose to respond to this Bid, please complete the form below:

Name of Company_____

Reason you did not respond (Check all that apply)

- _____ Cannot supply product or service
- _____ Cannot meet technical specifications
- _____ Cannot meet delivery specifications
- _____ Cannot meet legal requirements
(i.e. bid/performance/security/insurance, etc.)
- _____ Cannot provide a competitive price at this time
- _____ Interested in receiving specifications for informational purposes only.
- _____ Insufficient lead time to respond
- _____ Other:(please be specific)

Do you wish to remain on our mailing list?

_____Yes _____No

Additional comments: _____

Signed :(optional)_____

Company:_____

NEW JERSEY TURNPIKE AUTHORITY SPECIFICATIONS
FOR AERIAL TRUCKS AND DIGGER-DERRICK PARTS AND REPAIR SERVICES

I. INTENT:

It is the intent of the Authority to issue a Notice of Award for the purchase of the following fleet maintenance, parts and services for its Turnpike (NJTPK) and Garden State Parkway (GSP) Maintenance Divisions: AERIAL TRUCKS & DIGGER-DERRICK PARTS AND REPAIRS SERVICES.

A one-year Agreement will be issued. The Agreement shall include two one-year extension options to be exercised at the sole discretion of the Authority, at the same prices, terms and conditions as the original agreement.

The Authority will purchase amounts of any given item as needed, at the sole discretion of the Authority. No work shall be performed prior to receiving written authorization from the Authority.

To ensure that the vendor selected can provide expeditious and cost-efficient services, the bidder must be located in or have a full service facility within a 50 mile proximity of the State of New Jersey.

II. GENERAL PROVISIONS

A. Location of Work

All testing, inspection services and preventive maintenance shall be performed at one of the following Authority maintenance facilities, as directed. All services performed and deliveries made to the Authority's facilities shall be conducted Monday through Fridays, between 7:00 am and 2:30 pm for work conducted at the Parkway Division's facilities and between 8:30 am and 4:00 pm for work conducted at the Turnpike Division's facilities. State holidays are excluded.

Turnpike Division (NJTPK)

- Northern Division Maintenance Facility, NJ Turnpike milepost 104.7 southbound, Newark, NJ 07102 (*Northern Facility*)
- Central Shops Maintenance Facility, NJ Turnpike milepost 67.6 southbound, Hightstown, NJ 08520 (*Central Facility*)
- Southern Division Maintenance Facility, NJ Turnpike milepost 38.0 northbound, Mt. Laurel, NJ 08054 (*Southern Facility*)

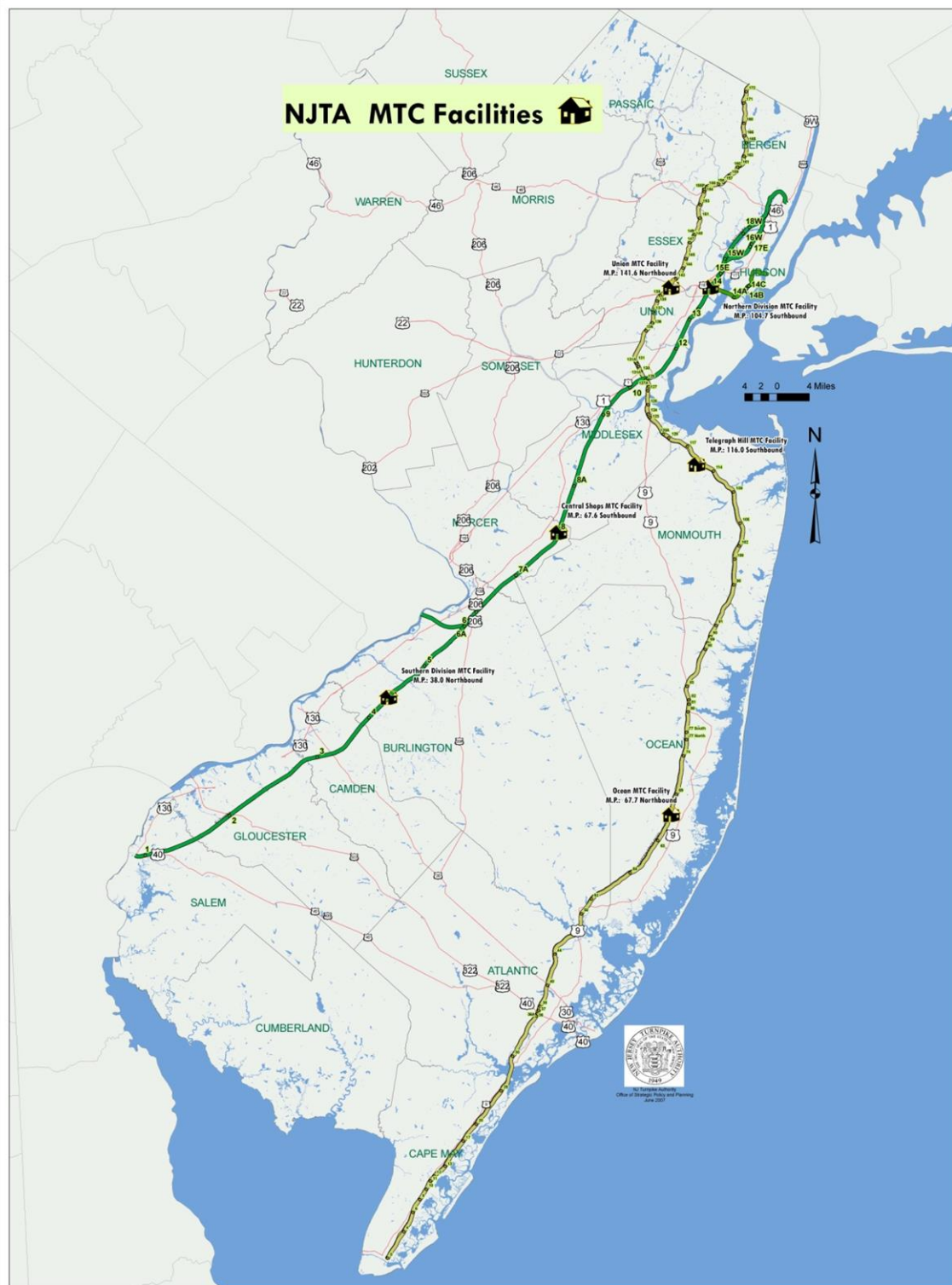
Parkway Division (GSP)

- Paramus Maintenance Facility, Garden State Parkway milepost 164.1 southbound, Paramus, NJ 07652
- Telegraph Hill Maintenance Facility, Garden State Parkway milepost 116.0 southbound, Holmdel, NJ 07733 (*Central Facility*)
- Ocean Maintenance Facility, Garden State Parkway milepost 67.7 northbound, Ocean, NJ 07712 (*Southern Facility*)

Bidders shall have a full service, inspection and repair facility located in, or within a 50-mile proximity of the State of New Jersey, which shall be indicated in Section II, Part B below. The bidder's facility must be in compliance with all state and federal requirements, and licensed to operate and service the various types of aerial lifts as stated in this invitation to bid. It must also possess the requisite equipment and tools along with qualified personnel to provide the necessary testing, inspection and repair services. The bidder is to have access to a minimum of two bay areas in a garage facility and/or servicing area.

It is the intent of the Authority that the bidder's facility shall be used for providing the repair services, and the vehicles will be delivered to and from the bidder's facility by Authority personnel. However, the bidder may be called upon to pick up and transport the vehicles. When possible, common repair services may also be performed at the Authority's facilities. The urgency of the repairs, the extent or cost of repairs, the time and distance to the contractor's facility, and the bidders ability to provide the necessary repair services at the Authority's facilities, are the factors that will be considered by Authority personnel in making a determination of where the repairs will be made and how the vehicles will be transported.

All parts shall be delivered to the facility where the work is being performed or to the Turnpike Division's Central Shops Maintenance Facility in Hightstown, or the Parkway Division's Telegraph Hill Maintenance Facility in Holmdel, as directed.



B. Contact Information

Authority Contact Information:

The Turnpike Maintenance Division Equipment Manager will be the Authority employee responsible for the overall management and administration of the services to be conducted on NJ Turnpike vehicles.

The Authority's contract managers for the Agreement will be identified at the time the agreement is executed. At that time, the successful vendor will be provided with the managers' names, telephone numbers, fax phone numbers, and email addresses. The contract managers are the persons that the vendor will contact after the agreements are executed for answers to any questions and concerns about any aspect of the agreements.

Vendor Contact Information:

The bidder shall submit the location, names and telephone numbers of people, who are authorized to service, test and/or repair equipment specified and who can be reached on both a routine and an emergency basis (enter below):

Location: _____

PhoneNo: _____ Contact: _____
(Name & Title)

After the agreement is executed, the vendor shall identify, in writing, a responsible individual to serve as a central contact and maintain a continuously monitored twenty-four (24) hour telephone service throughout the duration of the Agreement. An out- of-state telephone number must be provided toll free.

C. Work Orders

Testing, inspection services and preventative maintenance will be scheduled by the Authority on an as required basis. All work orders must be authorized and coordinated with the Authority. All work orders must be authorized in advance and in writing by the Authority.

The Authority's contract managers for the Agreement will be responsible for engaging the vendor, assuring that purchase orders are issued to the vendor, directing the contractor to perform the work of the contract, approving the deliverables and approving payment vouchers.

Subsequent to award of the Agreement, when the proposed services are required from the vendor, the Turnpike Division's Equipment Manager will notify the vendor by telephone, fax or email. For each service call, the Authority will provide the vendor with the following information:

1. The type and extent of services to be completed.
2. The time frame and location where services shall be completed.
3. Purchase order or work order number to bill against for the services to be completed.

After receiving notice for the services required, the vendor shall:

1. Confirm the date and time of telephone call from the Authority in writing, and schedule date(s) to complete the requested services, coordinating with the Authority's contract manager.
2. Prior to ordering parts or starting repair services, submit an estimated bill of materials or repair services for Authority review and authorization. The estimate shall include (for repairs) a description of the work to be performed, the estimated number of hours and total cost for said service, and (for parts) a description of the item, amount of the item needed and cost associated with same.
3. Advise the Authority at least the day prior to commencement of work or delivery of parts.
4. Begin testing, inspection, preventative maintenance or routine repair services within five (5) working days; or, emergency repairs within twenty-four (24) hours after notification is received from the Authority. Parts shall be delivered within three (3) working days. The vendor shall plan and proceed with the requested fleet maintenance and repair services using as much labor and equipment as may be required to start the work within the specified response time and complete them in an acceptable time period.

Provide a payment voucher for Authority review and authorization, following completion of work. The Authority's Agreement number must appear on all shipping and billing documents. Billing must conform to the Authority's work order requests and must identify units, number of hours worked and the specific services performed. Forms provided for this purpose must be completed accurately. Charges for parts must reference the number and the date of the price list used for payment of parts. Work orders must be signed by an Authority representative after completion of the work and prior to the contractor's personnel leaving the work location.

D. Warranty

The vendor shall provide a standard warranty on workmanship and repairs. The bidder shall state its warranty on parts (if applicable) and labor below:

Parts warranty: _____

Labor warranty: _____

The vendor is responsible for the quality, technical accuracy, timely completion and delivery of all deliverables and services to be furnished by the vendor under the Agreement. The vendor agrees to perform in a good, skillful and timely manner all services set forth in the Agreement.

The vendor shall, without additional compensation, correct or revise any errors, omissions, or other deficiencies in its services and deliverables furnished under the Contract. The approval of interim deliverables furnished under the Agreement shall not in any way relieve the vendor of fulfilling all of its obligations under the Agreement. The acceptance of, approval of, or payment for any of the services performed by the vendor under the Agreement shall not constitute a release or waiver of any claim the Authority has or may have for latent defects or errors or other breaches of warranty or negligence.

E. Documentation

A comprehensive written inspection report shall be submitted to the Authority for each unit upon the completion of the dielectric testing and inspection services. The report shall document the condition of all components tested and inspected within the scope of the authorized work, and shall indicate all defects found, including any necessary repair services and parts. If an out-of-service condition exists, the vendor must notify the Authority immediately, with out-of-service condition items.

F. Errors and Omissions

Inadvertent omissions and/or errors that may require changes in the specifications must be brought to the attention of the Authority's Director of Purchasing by 12:00 noon on the **5th business day** prior to the bid opening date. Any questions after this deadline will not be addressed. All questions shall be answered in writing to all prospective bidders by addendum no less than 3 calendar days before the time set for the receipt of bids, with the exception of addenda postponing the bid opening date and time. All questions shall be answered in writing to all prospective bidders by addendum. Verbal responses shall not be binding.

Following the award, should successful vendor discovery any errors or omissions in the work undertaken and executed by them, they shall immediately notify the Director of Purchasing, who shall promptly verify the same. If, with the knowledge of such error or omission and prior to the correction thereof the bidder proceeds with any work affected thereby, they shall do so at their own risk. The work done shall not be considered as work done under and in performance of the

Agreement, unless and until approved and accepted, in writing, by the Director of Procurement and Materials Management Department.

It is the responsibility of the successful vendor(s) to completely provide the testing, inspection services, and preventative maintenance, and/or provide required repair services and parts for the units specified.

G. Specifications Deviations or Substitution

These specifications are not intended to be restrictive but are meant to describe the services required, by the Authority. **Bidders are warned, however, that failure to carry out the provisions noted herein may be deemed sufficient reason to terminate any contract resulting from this Request for Bid.**

Further, these specifications address the minimum service requirements of the Authority. The Authority will consider alternate service requirements, provided they meet minimum service procedures stipulated.

If a bidder is basing the proposal on items other than what is specified, and wishes the items proposed to be considered as an "Approved Equivalent", the Bidder **shall** submit on the "Exception Form" in the **exact** format of the line item on the bid schedules contained herein, the item number, an item description, including manufacturers name, model number, and packaging quantities of those Items which the Bidder proposes to substitute.

Such bidder shall also include, but not as a substitute for the above, descriptive documentation, attesting to the validity of the alternate procedure(s) or item(s). Failure to submit the descriptive documentation or deviation, attesting to the validity of the alternate procedure listed above will mean the bidder intends to supply the services designated in the specifications and the Authority will so demand. No substitution and/or alternative service will be permitted after receipt of the bids.

H. Contract Term And Extension Option

The term of each Agreement shall be for a period of one year. The anticipated "Contract Effective Date" will be provided when the Authority issues the notice of award to the successful vendor. Agreement may be extended at the discretion of the Authority, for all or part of two one-year periods, at the same prices, terms, and conditions as the original Agreement.

Purchase orders may be placed against each Agreement up to and including the end of business on the last day of the Agreement, for delivery no more than 45 calendar days after contract expiration.

III. DESCRIPTION OF WORK

A. Dielectric Testing

Dielectric testing of fiberglass insulated sections of various aerial towers and digger-derrick fiberglass booms shall be performed periodically, as directed, at the Authority's facilities. All dielectric testing on specified units shall conform to ANSI A92.2 and ANSI Category "C" requirements as originally manufactured.

Perform dielectric test to fiberglass boom sections, test to include a fully extended test, then a fully retracted test. The results are to be documented in micro amps of leakage. A report of unit safety shall be provided based on a pass or fail status.

B. Inspection Services

Inspection of fiberglass insulated sections of various aerial towers and digger-derrick fiberglass booms shall be performed periodically, as directed, at the Authority's facilities. All inspections on specified units shall conform to the original equipment manufacturer's specifications and ANSI A92.2.

C. Preventative Maintenance

If and when directed by the Authority, the following Preventative Maintenance shall be performed in accordance with the original equipment manufacturer's specifications, at the same time the units are inspected:

1. Clean fiberglass boom sections utilizing manufacturer approved cleaning materials.
2. Remove deteriorated sealants and apply new silicon sealants, if applicable.
3. Provide basic lubrication, adjustments of all components, and repair of minor leaks of aerial tower controls as needed.
4. Repair of minor fitting leaks, if applicable.
5. Change and install unit's hydraulic filters with proper replacement filters. Clean oil residue from filter area and dispose of old filters by proper environmental channels.
6. Lubricate all required pivot points, cables and chains utilizing proper lubricants per unit manufacturer's requirement.
7. Install calibrated glycerin filled pressure gauges and adjusts hydraulic system relief valve to proper pressure per unit manufacturers requirement.

Change generator motor oil and filter. Dispose old oil and filter by proper environmental channels.

D. Repair Services and Parts

Any necessary repairs shall be documented by the vendor and submitted to the Authority for review with a written estimate of hours and fees for repair services and an estimated bill of materials. All service fees and parts costs shall be in accordance with Section IV-Method of Bidding and Basis of Payment. No repair work shall be performed, and no parts shall be ordered or delivered until written authorization is provided by the Authority.

With each estimate for parts the vendor shall submit the latest dated price list for each brand of repair parts corresponding to the equipment listed on the price line. All brands of repair parts offered must correlate with a specific piece of equipment required. All price lists submitted must be dated and conform in all respects to the price list referenced on the pricing line for that item. The vendor must indicate on the price line the parts list page numbers that pertain to the equipment listed on that specific line number.

Compliance with all federal, state or local D.E.P. standards or regulations will be the responsibility of the vendor. No additional charges will be accepted for the proper disposal of any used fluids such as motor oil.

After repair services are completed, the vehicle(s) will be subject to inspection by the Authority. If the repair services are not properly performed, the vehicle will be returned to the contractor for corrective repair service. All corrective repair service shall be performed at no additional charge to the Authority.

E. Authority Vehicles to be Serviced

The following is a current list of Authority owned vehicles that may be serviced under these agreements, and their assigned locations. **This list is not intended to be considered as the actual list of vehicles to be serviced under these agreements but is presented for information and estimating purposes only.** Additional vehicles may be procured by the Authority during the term of these agreements, which may be included in these services.

Turnpike Division

<u>Vehicle Type and Manufacturer</u>	<u>Yr.</u>	<u>Quantity</u>	<u>Location</u>
International 4700 Teco Bucket Truck – 1 Man	1999	1	Northern
International 7400 Altec Bucket Truck– 1 Man	2004	1	Southern
Ford F550 Versalift Bucket Truck– 1 Man	2005	1	Northern
Ford F8000 Aerolift Bucket Truck– 1 Man	1996	1	Central
Ford F8000 Aerolift Bucket Truck– 1 Man	1996	1	Southern
Ford F550 Versalift Bucket Truck– 1 Man	2004	1	Central
Ford F550 Versalift Bucket Truck– 1 Man	2004	1	Southern
Ford F450 Altec Bucket Truck– 1 Man	2001	2	Central
International 7400 Altec Bucket Truck– 2 Man	2005	1	Central
International 7400 Altec Bucket Truck– 2 Man	2005	1	Southern
Ford F8000 JLG Derrick Truck	1995	1	Central
Ford F8000 Altec Derrick Truck	1996	1	Northern
International 7500 Altec Derrick Truck	2006	1	Central
Ford F800 Altec Derrick Truck	1996	1	Northern

Parkway Division

<u>Vehicle Type and Manufacturer</u>	<u>Yr.</u>	<u>Quantity</u>
Ford F800 Hi-Ranger Bucket Truck	1988	1
Ford F550 Versalift Bucket Truck	1999	3
Ford F550 Versalift Bucket Truck	2001	4
Ford F550 Versalift Bucket Truck	2002	5
Ford F550 Versalift Bucket Truck	2003	4
GMC TC7D042 Derrick Truck	1986	1
GMC TC7D042 Derrick Truck	1998	1
International 2554 Derrick Truck	1994	1

Vehicles assigned to the Parkway Division are located at various facilities. The dielectric testing, inspection and preventative maintenance of these units will be scheduled to be performed at the Parkway Division's Central Facility.

IV. METHOD OF BIDDING AND BASIS OF PAYMENT

A. Repair Services And Parts For Aerial Trucks And Digger-Derrick Units.

Repair Services will be measured by the number of hours. The bidder must specify only one hourly labor rate for repair services. A bid providing more than one hourly labor rate will not be considered for an award. Hourly rates must be held firm for the duration of the contract.

A flat rate trip charge will be applied for each round trip the vendor makes to one of the Authority's facilities to perform repair services only. No separate measurement or payment will be made to the vendor for travel time between its place of business and the agency location when repair services are performed at the Authority's facilities during a scheduled call-out for dielectric testing, inspection services or preventative maintenance, if applicable.

Parts will be measured by the number of units. Repair parts will be paid on unit price basis and paid at the quote of a single discount off Manufacturers List Price that will apply to parts on all units. Bidders must bid only one discount for repair parts. Multiple discounts or a spread of discounts (i.e. 20-24%) predicated on a range of volumes or usage will not be considered. Mark-ups for repair parts will not be considered. Parts discounts must take into account that all parts must be FOB delivered. Shipping charges will not be accepted.

[illegible]

Date_____